



The Minority Business Opportunity Committee (MBOC), a committee of the Oregon Federal Executive Board, requests your nomination of one or more outstanding local minority-owned businesses that has/have demonstrated excellence in one or more of the following award categories:

Manufacturing/Supply
Construction
Services
Professional Services

Your nominee must be a minority-owned business headquartered in Oregon or southwest Washington that is an outstanding client or has done an outstanding job performing work for your organization during the past year.

The award winners will be honored at the annual Minority Enterprise Development Week (MED Week) luncheon to be held this year on October 1, 2004 at the Oregon Convention Center, in Portland.

Awards have been presented to deserving minority-owned businesses during MED Week since 1983. Recent winners include:

Manufacturing/Supply	2003: Industrial Maintenance Solutions, Inc. 2002: Elite Signs
Construction	2003: Pro Landscape, Inc. 2002: Cisneros Construction, Inc.
Services	2003: Garcia Reforestation, Inc. 2002: River Bend Guide Service
Professional Services	2003: Carlton Hart Architecture 2002: Vigil-Agrimis, Inc.

A complete listing of MBOC award winners to 1983 may be found at:

<http://www.bao.pdx.edu/mbocwinners.html>

This year's selection process is two-part and includes an on-line nomination form at: <http://www.bao.pdx.edu/mbocaward.html>

- 1) Evaluation by the MBOC's Awards Sub-Committee of non-financial criteria

Those businesses whose nominations are highest ranked will be asked to submit additional information, including the last three years financial statements, to a local CPA firm for confidential review under:

- 2) Evaluation of financial criteria by Debby Deering, CPA, Moss Adams


The numerical totals of the two evaluations will be combined and the nomination in each award category with the highest point total (max. 200) will be the recipient of the award.

In completing the nomination form, it is suggested that you contact the business for any information you don't have. The information submitted will be held in the strictest confidence. The nomination(s) must be completed and submitted on-line no later than July 21, 2004.

While it is expected that most nominations will be completed on-line, those who prefer to submit a nomination via paper form are invited to contact John Persen, Chair, MBOC Awards Sub-committee, at (503) 533-2859, for a copy of the form.

Your commitment to and assistance in honoring minority-owned businesses and their important contributions to our local economy with these prestigious awards is appreciated. If you have any questions about the nomination or awards processes, please contact John Persen, at the number above.

Sincerely,



Mary Jo Witty
MBOC Co-Chair



Rhonnda Edmiston
MBOC Co-Chair